



DEPARTMENT OF HOMELAND SECURITY

Federal Emergency Management Agency

[Docket ID: FEMA-2022-0044; OMB No. 1660-0029]

Agency Information Collection Activities: Submission for OMB Review, Comment Request; Request For Use Of NETC Facilities

AGENCY: Federal Emergency Management Agency, Department of Homeland Security.

ACTION: 30 day notice of revision and request for comments.

SUMMARY: The Federal Emergency Management Agency (FEMA) will submit the information collection abstracted below to the Office of Management and Budget for review and clearance in accordance with the requirements of the Paperwork Reduction Act of 1995. The submission seeks comments concerning the removal of use of the FEMA Form FF-USFA-FY-21-108 (formerly 119-17-2), Request for Use of National Emergency Training Center Facilities, due to its antiquated information collection method and requirement. There is no longer a need to formally require the use of this form in order for a requestor to receive support for special groups using the National Emergency Training Center.

DATES: Comments must be submitted on or before [INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*].

ADDRESSES: Written comments and recommendations for the proposed information collection should be sent within 30 days of publication of this notice to www.reginfo.gov/public/do/PRAMain. Find this particular information collection by selecting “Currently under 30-day Review – Open for Public Comments” or by using the search function.

FOR FURTHER INFORMATION CONTACT: Requests for additional information or copies of the information collection should be made to Director, Information Management Division, 500 C Street, SW, Washington, DC 20472, email address: *FEMA-Information-Collections-Management@fema.dhs.gov* or Merrill Sollenberger, Administrative Specialist, FEMA, U.S. Fire Administration, 301-447-1179, or at *merril.sollenberger@fema.dhs.gov*.

SUPPLEMENTARY INFORMATION: The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) (42 U.S.C. 5121-5207) authorizes the President to establish a program of disaster preparedness that utilizes services of all appropriate agencies and includes training and exercises. Section 611 of the Stafford Act (42 U.S.C. 5196) provides that the Federal Emergency Management Agency (FEMA) may conduct training for the purpose of emergency preparedness. In response, FEMA established the National Emergency Training Center (NETC), located in Emmitsburg, Maryland. The NETC site has facilities and housing available for those participating in preparedness training and a request for use of these areas is required to be made in advance for the need for such. The primary means of making advanced requests for use of space at NETC is the use of email communication and this typically includes the specifics for the use of NETC for date of arrival and departure, how many participants, the requirement for lodging to include how many people, room space required, meals required, and equipment needed. These items that were required to be captured by completing the Request For Use of NETC Facilities Form are now captured within the content of the email communication. The secondary means of making requests to use NETC space is by telephone communication and those requirements are discussed in that manner.

The NETC is a FEMA facility which houses all FEMA employees at headquarters, regions, field establishments, and other individuals and organizations authorized to use the facilities. The responsibilities, procedures, and potential fees

charged for using the NETC facilities are identified in accordance with FEMA Directive Number 119-3, *Facility Use and Expenses at the National Emergency Training Center* dated May 21, 2018. The NETC provides training and educational programs in emergency response, preparedness, fire prevention and control, disaster response, and long-term disaster recovery. The principal purpose of FEMA Form FF-USFA-FY-21-107 (formerly 119-17-1), Request for Housing Accommodations, is to request housing at the NETC, and the principal purpose of FEMA Form FF-USFA-FY-21-108 (formerly 119-17-2), Request for Use of NETC Facilities, is to conduct official business at the NETC.

In accordance with the Paperwork Reduction Act of 1995, this notice seeks comments concerning the removal of use of the FEMA Form FF-USFA-FY-21-108 (formerly 119-17-2), Request For Use of NETC Facilities, due to its antiquated information collection method and requirement. There is no longer a need to formally require the use of this form in order for a requestor to receive support for special groups using the NETC.

This proposed information collection previously published in the *Federal Register* on November 25, 2022, at 87 FR 72497 with a 60 day public comment period. No comments were received. The purpose of this notice is to notify the public that FEMA will submit the information collection abstracted below to the Office of Management and Budget for review and clearance.

Collection of Information

Title: Approval and Coordination of Requirements to Use the NETC Extracurricular for Training Activities.

Type of Information Collection: Extension, with change, of a currently approved collection.

OMB Number: 1660-0029.

FEMA Forms: FEMA Form FF-USFA-FY-21-107 (formerly 119-17-1), Request for Housing Accommodations.

Abstract: In accordance with FEMA Directive 119-3: *Facility Use and Expenses at the National Emergency Training Center* dated May 21, 2018, FEMA Form USFA-FY-21-107 (formerly 119-17-1), Request for Housing Accommodations, has been applied for functions at NETC.

Affected Public: Individuals or households, not-for-profit institutions, Federal Government.

Estimated Number of Respondents: 60.

Estimated Number of Responses: 60.

Estimated Total Annual Burden Hours: 6.

Estimated Total Annual Respondent Cost: \$182.

Estimated Respondents' Operation and Maintenance Costs: \$0.

Estimated Respondents' Capital and Start-Up Costs: \$0.

Estimated Total Annual Cost to the Federal Government: \$877.

Comments

Comments may be submitted as indicated in the **ADDRESSES** caption above. Comments are solicited to (a) evaluate whether the proposed data collection is necessary for the proper performance of the agency, including whether the information shall have practical utility; (b) evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used; (c) enhance the quality, utility, and clarity of the information to be collected; and (d) minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

Millicent Brown Wilson,

Records Management Branch Chief,

Office of the Chief Administrative Officer,

Mission Support,

Federal Emergency Management Agency,

Department of Homeland Security.

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